

VACANCY NOTIFICATION

Instructor of Chemistry

Reports to: Associate Dean of STEM



THE OPPORTUNITY:

Hudson County Community College (HCCC) seeks an Instructor of Chemistry (tenure track) to join its award-winning and nationally recognized institution. This is an exciting time to be a part of the HCCC community. The College recently launched its 2021-24 Strategic Plan, the culmination of which will align with the College's 50th anniversary in 2024. The College was recognized by the Association of Community College Trustees as the recipient of the 2021 ACCT Northeast Region Equity Award. HCCC has recently been named one of 101 recipients of the Higher Education Excellence in Diversity (HEED) Award, a national honor recognizing U.S. colleges and universities that demonstrate an outstanding commitment to diversity and inclusion.

Reporting to the Associate Dean of Science, Technology, Engineering and Mathematics (STEM), the Instructor will work collaboratively with administrators, faculty, and staff to advance academic excellence through the use of innovative instructional technology and achieve the appropriate balance between in-person and online learning.

The Instructor will have a passion for serving students and feel strongly about the role that community colleges play in advancing social and economic mobility. The Instructor will be an advocate for access to higher education, particularly for first-generation and immigrant students. The ideal candidate will preferably have an understanding of and a commitment to the philosophy and mission of HCCC.

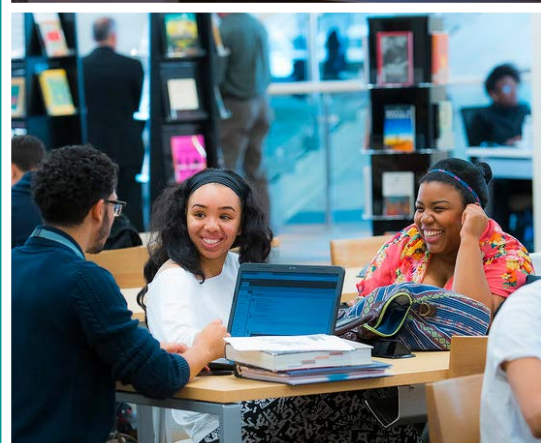
OVERVIEW:

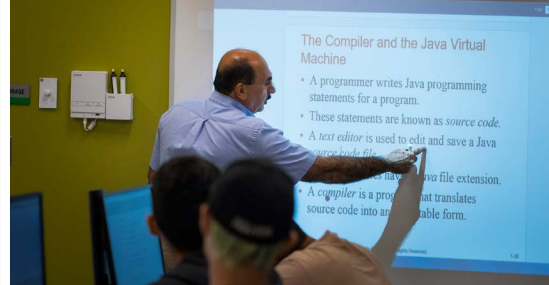
Hudson County Community College (HCCC) serves one of the most ethnically diverse and densely populated communities in the United States. The College is a vibrant, urban institution of higher education whose mission is to provide its diverse communities with inclusive, high-quality educational programs and services that promote student success and upward social and economic mobility.

The STEM Division is housed in a new state-of-the-art 70,000 square-foot building, with teaching and learning space. Students conduct research with faculty, presenting their results at regional and national conferences. Additionally, students have the opportunity to be a part of the Northern New Jersey Bridges to Baccalaureate (NNJ-B2B) Alliance of five, public, associate-degree granting, Hispanic Serving Institutions (HSIs). HCCC STEM students have participated in summer research internship projects at institutions including Princeton University, The National Aeronautics and Space Administration (NASA), Rutgers University, and The City University of New York (CUNY). Almost 60% of STEM faculty have PhDs. In the last two years, the STEM Division has created programs in Advanced Manufacturing, Cybersecurity and Construction Management. In 2021 the Division received a \$298,806 National Science Foundation Advanced Technical grant. The overall objective of the grant is to develop and improve structured partnerships with local employers to increase internship opportunities and employment for Construction Management students and graduates.

More than 90% of HCCC's students receive scholarships, grants, and loans to finance their education, and the College's extensive financial aid program helps connect students with the resources they need. To date, the College's Foundation has raised over \$3.5 million for student scholarships, and HCCC ranks first in the state of New Jersey for its award of Community College Opportunity Grant funds. About half of its more than 12,000 credit students identify as Hispanic, and more than 33% of all students were born outside of the U.S. In 2021, HCCC had two students selected from a national applicant pool to receive the prestigious Jack Kent Cooke Foundation's Undergraduate Transfer Scholarship.

Hudson County Community College has three campuses. The largest campus is located at the heart of Jersey City's Journal Square, which is approximately 20 minutes from New York City. The College also has a North Hudson Campus, located in Union City, New Jersey and an additional location at the Hudson County Schools of Technology in Secaucus, New Jersey. The College offers 70 degree and certificate programs and more than 300 day, evening, and weekend courses throughout its three-campus network.





HCCC offers 9 fully online degree programs and expects this number to grow in the coming year. In addition to its degree programs and courses, HCCC offers a wide array of non-credit classes and programs designed to develop professional skills, provide occupational training, teach languages and culinary skills, and enrich personal and cultural knowledge.

Hudson County Community College is committed to delivering high-quality educational experiences. HCCC is a member of the *Achieving the Dream* network of community colleges. *Achieving the Dream* is a national reform network of high-performing community colleges that are focused on leveraging data-informed best practices to promote equitable outcomes.

The College boasts several signature programs, including a nationally recognized Culinary Arts Institute and a Nursing Program. The College's Culinary Arts Institute is one of only three programs in the New York Metropolitan region to hold accreditation from the Accrediting Commission of the American Culinary Federation Education Foundation. The Culinary Arts Institute features state-of-the-art facilities and a hands-on program that prepares students for a range of careers in the hospitality industry. Graduates of HCCC's Nursing Program consistently pass the licensure exam in large numbers. The College recently announced the dedication of the Bloomberg Finance Lab, which provides students with real world experience to prepare them for employment in banks, corporations, and government agencies.

A leader in workforce development, HCCC hosted The Aspen Institute's Workforce Leadership Academy, which was the first to be offered in partnership with a community college. The Hudson County Workforce Leadership Academy was funded through a combination of public and private donors that included JPMorgan Chase, The Harry and Jeanette Weinberg Foundation, The W.K. Kellogg Foundation, the County of Hudson, the LeFrak Family, and Mack-Cali.

The ROLE:

Under the supervision of the Associate Dean of STEM, the Instructor of Chemistry is responsible for teaching 15 credits per semester of day, evening, and weekend classes in General Chemistry, Chemistry for non-majors, and Organic Chemistry; participating in Division activities such as curriculum development and academic advisement; and contributing to the College community through committee work or other extracurricular activities.

KEY RESPONSIBILITIES:

- Use a multitude of strategies to create a learning environment that fully embraces and promotes diversity, equity, and inclusion in the classroom.
- Develop and utilize audio-visual aids and other instructional media which contribute to effective teaching.
- Assist in course and program assessment.

- Integrate as appropriate: Open Education Resources (OER), computer-assisted instruction, laboratories and library/learning resources into classroom instruction.
- Prepare and distribute to students and submit to the Associate Dean an outline for each assigned course section indicating the course description and requirements, textbook(s) and supplementary materials, assignments, test dates, and grading and attendance policies.
- Maintain a record of student attendance and grade roster for each assigned course section. Submit midterm and final grade rosters and attendance records to the Associate Dean and Registrar on required dates.
- Maintain office hours at times appropriate for both day and evening students.
- Refer to the Division counselor, students in assigned classes who miss two consecutive sessions. Maintain ongoing contact with academic support services personnel and refer students for tutoring, organized study groups, and counseling as appropriate.
- Resolve, with the assistance of the Associate Dean or program coordinator, any student problems that arise.
- Assist the Associate Dean and program coordinators with the preparation of course schedules, development and/or review of curriculum.
- Assist with accreditation activities, articulation with upper division institutions and advisory committees as appropriate.
- Participate in Division, College-wide meetings and committees and professional development activities.
- Represent the Division and/or College at meetings and community events as requested.
- Participate in the process of shared governance by contributing to the academic community through committee work.

REQUIRED QUALIFICATIONS:

- Master's degree in Chemistry from an accredited institution of higher education.
- One-year experience teaching Chemistry in an institution of higher education (preferably at a community college).

PREFERRED QUALIFICATIONS:

- Ph.D. in Chemistry
- Experience with successfully writing and managing grants.
- Experience in curriculum development, including online teaching strategies.
- Proficiency with various computer software, programs and the use of Ellucian-Colleague or similar learning management (LMS) is a plus.
- Finalists will be required to submit official transcripts and/or a WES Evaluation and provide a teaching demonstration. **To Apply: Send a cover letter, resume, salary requirements, and names/contact informaton of three and a list of three professional references to resumes@hccc.edu**